

ASLI Bylaws

ARTICLE I: NAME AND OBJECTIVES

Section 1 The name of this organization shall be **Atmospheric Science Librarians International**.

Section 2 The objectives of this Association shall be to provide an association for individuals having a scientific or technical interest in library and information science, especially as these are applied in the recording, retrieval and dissemination of knowledge and information in the area of atmospheric science; and to promote and improve the communication, ~~dissemination~~ and use of such information ~~and knowledge~~ for the benefit of libraries or other educational organizations. The Association shall provide an organization through which those interested can exchange ideas and explore issues of mutual concern.

ARTICLE II: MEMBERSHIP

Section 1 Membership in the Association shall be open to all persons worldwide having an interest in library and information science, ~~especially as these are applied to the recording, retrieval and dissemination of knowledge and information in the area of atmospheric science.~~ Any person may become a regular member in good standing upon payment of prescribed annual dues. Membership shall be on a fiscal-year basis (1 January to 30 December). Dues received after October 30th will be applied to the next calendar year. ~~There are no geographic boundaries to membership.~~

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ARTICLE III: EXECUTIVE BOARD

Section 1 There shall be an Executive Board that shall have the power and authority to manage the Association's property and to regulate and govern its affairs. The Board shall determine policies and changes therein within the limits of the Bylaws of the Association, shall take such actions as it considers necessary to carry out the objectives of the Association, and shall perform other functions as the membership may direct.

Section 2 The Board shall consist of five members elected by the membership: the chair, the chair-elect, the secretary, the treasurer, and the most recent past-chair.

Section 3 The Board shall hold at least one meeting annually and may hold additional meetings upon call of the chair or upon written request of any member of the Board. Three members of the Board shall constitute a quorum.

Section 4 A vacancy in the membership of the Executive Board, except in the office of the chair, shall be filled by majority vote of the remaining members of the Board, this Board-elected member to serve until the next annual meeting.

Section 5 The term of office of ~~chair~~, chair-elect shall serve three years; one year as chair-elect, one year as chair, and one year as immediate past-chair ~~shall be one year~~. The term of office of treasurer and secretary shall be two years. All members of the Executive Board shall serve until their successors are elected and assume their duties. The term of office shall commence at the adjournment of the Association's Annual Business Meeting, or, if there is no Annual Business Meeting, on January 30 following the election.

Section 6 Voting rights of a member of the Board shall not be delegated to another or exercised by proxy.

ARTICLE IV: OFFICERS

Section 1 The chair shall be the chief executive officer of the Association and subject to the Executive Board; shall have general supervision and control over its affairs; shall preside at all business meetings of the Association and of the Executive Board; shall recommend to the Board such measures as are considered desirable to further the objectives and broaden the effectiveness of the Association; with the secretary shall sign all contracts and other legal documents unless determined otherwise by the Executive Board; shall approve in writing or by electronic mail all checks drawn upon Association's funds by the treasurer that are deemed to be outside the usual and expected expenses; shall be responsible for the program of the Association at the annual convention with assistance from the chair-elect; shall be a member ex-officio without vote of all committees except the Nominating Committee; with the chair-elect may represent the Association at meetings of the American Meteorological Society held during the year in which they are chair and chair-elect; or, if unable to attend a meeting of the American Meteorological Society, the Association chair may designate a member in the Association to serve as representative.

Section 2 The chair-elect shall assist the chair in the performance of his or her duties; ~~shall be~~ shall provide assistance the chair in responsibilities ~~tiese~~ for the program of the Association at the annual convention held in the year during which the chair-elect will have become chair; with the chair shall represent the Association at meetings of the American Meteorological Society held during the Association year in which the office is held; in the event of the absence or withdrawal of the chair, shall assume all the duties and obligations of the chair. In the event of the absence or withdrawal of the chair-elect, the chair may assume all duties and obligations. (See also Article III: Section 4)

Section 3 The secretary shall keep a record of all meetings of the Association and of the Executive Board; with the chair shall sign all contracts and other legal documents; and shall also perform such duties as the chair may assign. The secretary also shall be responsible for the proper and legal mailing of the notices to members; for the tabulation, with the Nominating Committee, of all ballots; and for the preparation and filing of all annual reports.

Section 4 The treasurer shall have custody of the Association's funds; with approval of the chair shall sign all checks drawn upon Association's funds, unless determined otherwise by the Executive Board; shall furnish such financial statements as may be required by the Executive Board, the chair, and the Association. The treasurer shall report on the financial condition of the

Association at the Annual Business Meeting; ~~and~~ shall prepare an annual report at the end of each fiscal year; and shall submit taxes in a timely manner. At the expiration of the term of office, the treasurer shall be in charge of an audit of the financial records of the Association (See Article VII: Section 8); shall deliver over to his/her successor all books, money and other property in his/her charge, or in the absence of a successor, shall deliver such properties to the chair.

Section 5 The immediate past-chair shall be a member of the Executive Board and shall carry out such duties as the chair and/or the Board may assign.

ARTICLE V: MEETINGS

Section 1 The Association's Annual Business Meeting shall be held during the American Meteorological Society's Annual Conference, or, if there is no Conference, upon call of the chair. At least one business meeting shall be held during the term of office of each elected Executive Board.

Section 2 Special meetings may be held upon call of the Executive Board or on petition of a simple majority of the members of the Association. Notice of a special meeting shall specify the business to be transacted and no business other than that stated in the notice shall be considered.

Section 3 Notification of meetings in writing or by electronic notification is the responsibility of the secretary and shall be sent to each member at least 30 days before the meeting.

Section 4 A quorum for the transaction of business shall be a simple majority of the Association's members present at the Annual Business Meeting.

Section 5 Whenever in the judgment of the Executive Board a question arises that should be put to a vote of the entire membership of the Association and which cannot await the Annual Business Meeting, the Executive Board may submit the question for vote by mail or e-mail. The closing date for the return of the mail votes shall be established by the Board. The question presented shall be resolved by a two-thirds majority of returned ballots.

Section 6 When not in conflict with these Bylaws, Robert's Rules of Order Newly Revised (latest edition) shall govern all deliberations.

ARTICLE VI: COMMITTEES

Section 1 Standing and special committees of the Association shall be established by the Executive Board. These committees shall be responsible to the Board, which will delegate such powers and functions to them as the Board finds desirable for the conduct of its business and for carrying out the objectives of the Association.

Section 2 The chair shall appoint the members and designate the chairs of all committees except the Nominating Committee. Appointment to standing committees shall be made in such

a way as to provide continuity of membership. No member may serve continuously on any one committee in excess of 6 consecutive years.

Section 3 Committee chairs may participate in meetings of the Executive Board but shall not have the right to vote.

Section 4 Each committee shall submit to the Executive Board a written report of its activities throughout the year, together with any recommendations considered necessary or advisable. Additional reports may be submitted by a committee or requested by the Board or chair.

Section 5 Funds for committee expenses shall be authorized by the Executive Board upon request.

ARTICLE VII: FUNDS, CONTRACTS, AND PROPERTY

Section 1 Funds for Association expenses shall be derived from dues and fees, and from other sources (such as grants-in-aid) that are consistent with the stated objectives of the Association and its continued functioning as a not-for-profit organization.

Section 2 The fiscal period of the Association shall be for twelve months from 1 January to 31 December.

Section 3 The chair shall submit the Association's annual budget for review and approval to the Board prior to the Annual Business Meeting only in cases beyond the usual and expected expenses, which can be determined based on the previous year's annual treasurer's report.-

Section 4 The treasurer shall submit an annual fiscal report to the Board on or before the Annual Business Meeting.

Section 5 Dues and fees shall be determined by the Board, subject to confirmation by majority vote of those present at the Annual Business Meeting.

Section 6 Any agreement or contract entered into by the Association shall have advance approval of the Executive Board. If liability exceeds the Association's available or budgeted funds, the matter must be placed on the agenda of the Annual Business Meeting, and approval of the membership obtained. All affiliate and contractual relationships shall be directed toward the best interest of the Association and shall protect the property and identity of the Association.

Section 7 Purchase of property by and for the Association shall have the written approval of the Executive Board. If the cost is over \$2350.00, or exceeds the Association's available or budgeted funds, the purchase must be placed on the agenda of the Annual Business Meeting and approval of the membership obtained.

Section 8 At the end of the each treasurer's term of office an audit shall be conducted of the financial records of the Association by a committee of no less than three members in addition to

the treasurer. This should occur within 3 months of the treasurer's end of term; extensions based upon Board approval.

ARTICLE VIII: NOMINATIONS AND ELECTIONS

Section 1 A Nominating Committee shall be appointed by the Board no later than six months prior to the Annual Business Meeting. The current secretary, treasurer, and past-chair shall each appoint one member to the Nominating Committee. This Committee shall be composed of three members; ~~no one of whom shall be a member of the Board but~~ one member shall have been a former officer or member of the previous Nominating Committee.

Section 2 Each year the Nominating Committee shall present one or two candidates for chair-elect and either secretary or treasurer, the latter two offices to be filled in alternate years. The Committee shall obtain the acceptance of each nominee prior to submission of its report.

Section 3 The report of the Nominating Committee shall be published in writing or by electronic mail at least three months before the Annual Business Meeting. Further nominations accompanied by written acceptance of the nominee may be entered by petition of not less than 10 Association members and shall be filed with the Nominating Committee at least 60 days before the Annual Business Meeting. The report of the Nominating Committee shall be presented for approval by the membership at the Annual Business Meeting.

Section 4 If the slate includes more than one candidate for any office, election shall be by ballot at the Association's Annual Business Meeting. The candidate who receives the largest number of votes for any office shall be elected. In the event of a tie, the tie shall be broken by a majority vote of the membership at the Annual Business Meeting.

Comment [KAK1]: Ability to hold electronic voting?

ARTICLE IX: PUBLICATIONS AND RECORDS

Section 1 Control of all publications of the Association shall be vested in the Executive Board.

Section 2 The Association shall not be responsible for the statements or opinions advanced in its publications or at meetings of the Association, or for statements by any of its members except those authorized by the Association's Executive Board or those reflecting duly established policies of the Association.

Section 3 Ownership and Copyright. Unless specified otherwise by prior contractual agreement, authors license their contributions to publications of the Association under the Creative Commons Attribution, NonCommercial and ShareAlike License.

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Section 4 Records and publications of the Associations shall be deposited into the repository at the National Oceanic and Atmospheric Administration Central Library.

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Comment [KAK2]: Official Title?

ARTICLE X: AMENDMENTS

Section 1 These Bylaws may be amended by a two-thirds vote of the members present and

voting at any Association meeting provided written or electronic notice containing the text of the proposed amendment has been sent to each member at least 30 days before the meeting at which it is to be considered.

Section 2 Amendments may be proposed by the Executive Board, a Bylaws Committee, or 10 members of the Association. Proposals originating in the Executive Board or in the Bylaws Committee shall be approved by a two-thirds vote of the Board before submission to the members. Proposals originating by petition shall be submitted in writing to the Executive Board and shall be presented to the members with the recommendations of the Board.

ARTICLE XI: DISSOLUTION

Section 1 Proposal to dissolve or terminate the Association may be made by the Board or by petition of 10% of the membership.

Section 2 Notification of a proposal to dissolve the Association must be sent to the membership, with the recommendation of the Board, no less than 60 days prior to the Annual Business Meeting.

Section 3 A proposal to dissolve the Association must be ratified by 75% of the members. Any member not attending the Annual Business Meeting may submit his/her vote in writing or by electronic mail to the Chair prior to the meeting.

Section 4 Any property and other assets remaining on dissolution of the Association shall be liquidated or sold at fair market value, and the property or proceeds therefrom distributed to one or more qualified charitable, educational, scientific, or philanthropic organizations selected by the Board.